

WHS & HANMER SCHOOL BUILDING COMMITTEE MEETING MINUTES

Monday October 28, 2013

Present:

Committee Member	Name	Present	Absent	Excused
	Christine Fortunato, Chairman	X		
	J. Edward Brymer Jr., Vice Chairman	X		
	Steven Barry	X left at 6:55		
	Daniel Camilliere	X		
	Frank Dellaripa	X		
	Diane Fitzpatrick, Clerk	X		
	Peter Gardow	X		
Liaison Present	David Drake, Council Liaison			X
	Mike Turner, Staff Liaison	X		
	John Cascio, Bd. Of Education			X
Staff Present				
	Jeff Bridges, Town Manager	X		
	Mike Emmett, Supt. Schools	X Left at 7:35		
	Tom Moore, WHS Principal	X		
	Fred Bushey, Dir of Maintenance	X		
	Lori Schroll, Administrative Analyst - Engineering	X		
	Sally Katz, Dir. Of Physical Services	X		
	Linda, Savitsky, Finance Director			X
	Keith Rafaniello, Board of Ed			X
Guests Present	Rusty Malik, Quisenberry Arcari			X
	Loel H. Purcell, O&G Construction	X		
	Rob Martinotti, O&G Construction			X
	Chris Hoffman, Hartford Courant	X		
	Mark Janhe, Wethersfield Post	X		

Call to Order: Chairwoman Fortunato called the Meeting to order at 6:32p.m. in Room 210 at Wethersfield High School.

1. Public Comments: - none

2. Approval of Minutes:

a. Minutes of the October 15, 2013 regular meeting. Motion was made by Dan Camilliere, seconded by Frank Dellaripa; Discussion – None.

All present voted in favor

3. Expenditures:

a. Spazzarini Req. #1, 10/31/13, \$ 298,240.15

Frank Dellaripa made the motion to pay this invoice, seconded by Diane Fitzpatrick; Discussion – Mike Turner stated that this is the first progress bill submitted for this vendor. The items have been completed and certified by the Construction Manager and Architect. Peter stated that it is difficult to read this on the ipad; Frank stated that this is only 1 vendor, and it will get worse once there are multiple vendors. It was decided that the requisitions will be sent as 2 documents, and if a paper copy is wanted members are to call Mike or Lori to have one sent. **All present voted in favor**

4. Change Orders:

a. PCO#5 Heavy Duty Asphalt \$6,980 (TABLED) – Continues to be Tabled

Diane asked where the Fire Marshal and Building Official were since she had requested that they attend the meeting. Christine stated that they were not available this evening, and asked Mike to invite them to the next meeting. Christine stated that it was with the Fire Marshal's help that we received the approval from the State.

5. Correspondence:

a. Noise readings TPZ – preconstruction*- Mike Turner stated that this was a copy of info transmitted to TPZ and is for information, background readings taken pre-construction. Christine asked what the procedure will be and who will be involved in the process. Mike stated that it would be Fred Bushey and the Police Department took the readings and they will be responsible once the HVAC equipment is up and running.

6. Committee Reports:

Site-work/Construction: Frank stated he met with Fuss & O'Neill to go over the pending soil testing, possible arsenic from the when the apple orchards were here. They are going to test on Thursday; Carlos Texidor laid out the process. Christine asked Frank about the pool water, plan for discharge. Frank stated that the discharge into a sanitary line is a DEEP regulation, not MDC. Frank stated he is discussing with MDC what they can do, Peter asked what the drain is, Frank stated that the existing drain dumps into the wrong line, Peter asked why the Architect didn't catch this, and no one knew the answer.

Communications: Diane stated that they had met earlier this evening and discussed addressing the PCB issue. Discussing having a special meeting and having Paul Hutcheon, Director of CCHD, and Fuss & O'Neill there to meet with parents.

Technology/Furniture: No Report

Energy: No Report. Christine asked Peter is he felt it was worth continuing with this sub-committee or if he wanted to be added to another sub-committee. It was decided to change this to Energy/Commissioning so it can deal with HVAC and lighting and Peter will continue with this and fill in where needed.

Finance: Christine stated that the Town received the first payment from the State for \$700,000+. The Finance Department drafted a list of action steps, activity and responsibility so everyone will know what they are supposed to do. As of now, all requisitions will be inputted by Engineering, and they will finalize the change order process at their next meeting.

7. Architect/CM Information:

a. **O&G Discussion of Phase 1 Construction status:** Christine gave kudos to Rusty's team for the getting the approval from the State. Lorel stated that she has emailed some vendors regarding the upcoming bidding projects. On the construction status, they have started the footings. Diane mentioned that there still isn't any reflective tape on the fence; Lorel will follow up with Rob.

b. **O&G Temp vs. perm sidewalk on south side of driveway –** Mr. Moore stated that he had a meeting with Mr. Emmett, Mr. Bushey, Fire Marshal Dignoti, Officer Knapp, Lt. Crabtree, and Mr. Komar and Mr. Caginello to go over a few items, one item discussed was changing the temporary sidewalk on the south side to a permanent one; this will need to be discussed with Rusty when he is available. This will be a change in the plan that has been approved by P&Z and the State. It will also affect the parking spaces in front of the building.

Mr. Moore also said that they had a fire drill last week and it went, another one is scheduled for after 11/9/13.

The Traffic flow is going well, going to put a chain between 2 jersey barriers so kids can't cut through in front of the buses.

Rob will be painting the cross walks to make them more visual to drivers and walkers.

Mr. Moore is getting an opinion on if the busses have their sign out if cars on the other side of the barrier can continue to go; Lt Crabtree is checking.

c. O&G Cost report: None, this is done once a month at the 1st meeting.

d. O&G Schedule update: Lorel stated that keeping to the schedule is extremely important, wants to get this out to the bidders as soon as possible. The contractor will have to be ready to go by December 20th at 3:00 p.m.

d. QA discussion Phase 2 bidding: Lorel passed out an updated Schedule. She explained that there are allowances included in all trade contracts, for scope of work you may know will be included but do not know the expense of it. If the amount goes over the allowance, then a change order will need to be done. The question was asked who has the authority to approve the change order, the answer was Rob will review it, and then Finance and then it will come to the Committee for approval. There is a 5% limit (dollar amount of entire project) on Change orders that go to the State. Change orders will be discussed further at the next meeting. Frank stated that town Staff has done a great job.

8. Old Business - none

9. Other Business

a. Discussion Change Order Processes:

1. Local change orders with Town Vendors and State OSF Change Orders (EDO 42co)*flowchart
Was discussed, but still needs tweaking.

b. Discussion paperwork for contaminated soil removal- Frank touched on this issue above.

O&G had a question regarding who will be signing off on the trucks full of contaminated soil. Mike Turner and/or Fred Bushey will have the authority to do this. Rob will contact them to go to site and inspect truck and sign off on contents.

10. Upcoming Dates

a. Prebid walk through for Phase 2 bids, November 5, 2013 – Lorel stated this will be held at 10:00 a.m in the Auditorium for Abatement Contractors (mandatory).

b. Joint meeting/discussion with Town Council November 11, 2013

c. Special SBC meeting November 21, 2013 – bid awards and Special TC Meeting, November 21, 2013 – bid awards (joint)

11. Adjourn:

Motion made by Diane Fitzpatrick seconded by Peter Gardow to adjourn.

All present voted in favor.

Meeting adjourned at 7:54 p.m.

I hereby certify that the above is a true copy of the minutes approved by the High School & Hanmer Building Committee.

Diane Fitzpatrick, Clerk